

Travel & Expense Account Summary

Employee Name KIMBERLY BELSHE
Expense Dates 11/14/09-12/09/09
Report Name Attend offsite meeting

Request Total \$ 25.50
Direct Charge Total - 0.00
Travel Advances - 0.00
Net Due Employee = **25.50**

Trip Totals		
Trip/Expense Category	Trip Name	Total Amount
Regular Travel	Offsite meeting	6.00
Regular Travel	Offsite	6.00
Regular Travel	Offsite Mtg.	10.50
Regular Travel	Capitol Event	3.00

NOTE: (d)=Direct Charge

DATE	Sat Nov 14									TOTAL
Parking, Auto	3.00									3.00
TOTALS \$	3.00									3.00

DATE	Tue Dec 8									TOTAL
Parking, Auto	10.50									10.50
TOTALS \$	10.50									10.50

DATE	Wed Dec 9									TOTAL
Parking, Auto	6.00									6.00
TOTALS \$	6.00									6.00

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DATE	Wed Dec 9									TOTAL
Parking, Auto	6.00									6.00
TOTALS \$	6.00									6.00